



AGENDA

San Francisco HIV Prevention Planning Council
Governance Task ForceAugust 27, 1998
1:00 - 2:00AIDS Office
25 Van Ness, Suite 500
San Francisco

5/S



San Francisco Public Library

Information Center
San Francisco Public Library
Market Street, 5th Floor
San Francisco, CA 94102

REFERENCE BOOK

to be taken from the Library

Task Force

Public engagement

needed to accomplish tasks

discussion

DOCUMENTS DEPT.

AUG 20 1998

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AGENDA**San Francisco HIV Prevention Planning Council
Governance Task Force**

August 27, 1998
1:00 - 2:00

AIDS Office
25 Van Ness, Suite 500
San Francisco

1. Introductions
2. Decide on Leadership for Task Force
3. Decide on rules of acceptable engagement
4. Discuss scope of work
5. Discuss tasks and steps needed to accomplish tasks
6. Continuation of By-Laws discussion
7. Set agenda for next meeting

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AGENDA
(Revised)
San Francisco HIV Prevention Planning Council
Governance Task Force

August 27, 1998
1:00 - 2:30


AIDS Office
25 Van Ness, Suite 500
San Francisco

1. Introductions
2. Decide on Leadership for Task Force
3. Decide on rules of acceptable engagement
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AGENDA

San Francisco HIV Prevention Planning Council
Governance Task Force

September 2, 1998
3:00 - 5:00 PM

AIDS Office
25 Van Ness Avenue
5th Floor
San Francisco

- I. Welcome / Introductions
- II. Approval of minutes
- III. Unfinished business from 8/27 meeting
- IV. Discuss role of technical support
- V. Discuss role of task force members
- VI. Next steps

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AUG 28 1998
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HIV PREVENTION PLANNING COUNCIL

GOVERNANCE TASK FORCE

Wednesday, September 16, 1998

3:00 - 4:45 PM

AIDS Office

25 Van Ness Avenue, Suite 500

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SEP 10 1998

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- I. Leadership - Vote
- II. Cure Previous Votes - Vote(s)
- III. Kristen Clements's Presentation and Discussion - Possible Vote
- IV. Discussion of Task Force's Existence Beyond Its Presentation to the HPPC on September 24, 1998 - Vote(s)
- V. Preliminary Discussion of Whether the Task Force Will Ask the Council for Concept Vote - Vote
- VI. Proceed with Examination of Bylaws (if time permits) - Possible Vote
- VII. Discuss Old Business As Needed, as Time Permits - Possible Vote
- VIII. Discuss Agenda for Next Meeting

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Agenda

**San Francisco HIV Prevention Planning Council
Governance Task Force**

Monday, September 21, 1998
3:00 - 5:00

AIDS Office
25 Van Ness Ave
Suite 500

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SEP 17 1998

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1. Introductions/Announcements
2. Approval of Minutes (possible votes)
3. Discuss content of group presentation at the September 24, 1998 HPPC meeting (possible votes)
 - a. Discuss structure/format of presentation
 - b. Discuss who will lead the presentation
 - c. Discuss the possibility of proposing a concept vote
 - d. Discuss which support materials will be distributed to HPPC members
 - e. Review Tony Leone's draft of revised by-laws
4. Discuss continued existence of Task Force (possible votes)
 - a. Discuss next steps
 - b. Clarify the Task Force's charge

AGENDA**San Francisco HIV Prevention Planning Council
Governance Task Force**

Wednesday, October 14, 1998
3:00 - 5:00

AIDS Office
25 Van Ness Ave
Suite 500

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SEP 23 1998

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1. Introductions/Announcements
2. Approve minutes (vote)
3. Debrief on 9/24 presentation to the HPPC on the work of the Governance Task Force
4. Review drafts of the revised by-laws and standard operating procedures (possible vote)
5. Discuss timeline for completing tasks by January 1999
6. Set regular meeting time
7. Set agenda for next meeting

AGENDA

San Francisco HIV Prevention Planning Council
Governance Task Force

Wednesday, October 23, 1998
11:00a.m. - 1:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

1. Introductions/Announcements
2. Approve minutes (vote)
3. Review new draft of the revised by-laws (possible vote)
4. Review draft of standard operating procedures (possible vote)
5. Set agenda for next meeting

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OCT 16 1998

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AGENDA

San Francisco HIV Prevention Planning Council
Governance Task Force

Wednesday, October 23, 1998
11:00a.m. - 1:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

1. Introductions/Announcements
2. Approve minutes (vote)
3. Review new draft of the revised by-laws (possible vote)
4. Review draft of standard operating procedures (possible vote)
5. Set agenda for next meeting

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OCT 16 1998

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AGENDA

San Francisco HIV Prevention Planning Council Governance Task Force

Friday, November 13, 1998
1:00 p.m. - 3:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

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NOV 02 1998

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1. Introductions/Announcements
2. Approve minutes (possible vote)
3. Review new draft of the revised by-laws (possible vote)
4. Review draft of standard operating procedures (possible vote)
5. Set agenda for next meeting

AGENDA

San Francisco HIV Prevention Planning Council
Governance Task Force

Monday, November 23, 1998
3:00 p.m. - 5:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

1. Introductions/Announcements
2. Approve minutes (possible vote)
3. Possible discussion with City Attorney
4. Review new draft of the revised by-laws (possible vote)
5. Review draft of standard operating procedures (possible vote)
6. Set agenda and time for next meeting

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NOV 16 1998

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AGENDA

**San Francisco HIV Prevention Planning Council
Governance Task Force**

Monday, November 30, 1998
3:00 p.m. - 5:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

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NOV 24 1998

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1. Introductions/Announcements
2. Approve minutes (possible vote)
3. Review new draft of the revised by-laws (possible vote)
4. Set agenda and time for next meeting

AGENDA

San Francisco HIV Prevention Planning Council
Governance Task Force

Wednesday, December 9, 1998
11:00 a.m. - 1:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

1. Introductions/Announcements
2. Approve minutes (possible vote)
3. Review draft of the revised by-laws (possible votes)
4. Review draft Standing Rules document (possible votes)
5. Set agenda and time for next meeting

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DEC 01 1998

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12/11

H. Betty —

Please post
& distribute.

Thanks

PT.

AGENDA

San Francisco HIV Prevention Planning Council Governance Task Force

Monday, December 14, 1998
3:00 p.m. - 5:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

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DEC 13 1998

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1. Introductions/Announcements
2. Approve minutes (possible vote)
3. Discuss findings of City Attorney's Office re: compliance with the Brown Act (possible vote)
4. Discuss content of the Governance Task Force presentation to the HPPC in January 1999 (possible vote)
5. Review draft of the revised by-laws (possible vote)
6. Review draft Standing Rules document (possible vote)
7. Set agenda and time for next meeting

AGENDA

San Francisco HIV Prevention Planning Council
Governance Task Force

Monday, January 4, 1999
3:00 p.m. - 5:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

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DEC 15 1998
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1. Introductions/Announcements
2. Approve minutes (possible vote)
3. Discuss findings of City Attorney's Office re: compliance with the Brown Act (possible vote)
4. Discuss content of the Governance Task Force presentation to the HPPC in January 1999 (possible vote)
5. Review draft of the revised by-laws (possible vote)
6. Review draft Standing Rules document (possible vote)
7. Set agenda and time for next meeting

**San Francisco HIV Prevention Planning Council
Governance Task Force**

Thursday, January 14, 1999
4:15 p.m. - 4:25 p.m.

First Unitarian Church
1187 Franklin Street (@ Geary)
San Francisco

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JAN 08 1999

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AGENDA

1. Review and approve materials for distribution to HPPC members in advance of the Governance Task Force presentation to the full council on January 28, 1998 (Possible Vote).

**San Francisco HIV Prevention Planning Council
Governance Task Force**

Thursday, January 21, 1999
2:00 p.m. - 4:00 p.m.

AIDS Office
25 Van Ness Ave
Suite 500

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JAN 08 1999

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AGENDA

1. Introductions/Announcements
2. Approve minutes (possible vote)
3. Discuss findings of City Attorney's Office re: compliance with the Brown Act (possible vote)
4. Discuss content of the Governance Task Force presentation to the HPPC in January 1999 (possible vote)
5. Set agenda and time for next meeting

**San Francisco HIV Prevention Planning Council
Governance Task Force**

Special Meeting

DOCUMENTS DEPT.

Monday, January 25, 1999
3:00 p.m. – 4:00 p.m.

JAN 22 1999
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AIDS Office
25 Van Ness Ave
Suite 500

AGENDA

1. Introductions/Announcements
2. Discuss content of the Governance Task Force presentation to the HPPC on January 28, 1999 (possible vote)

